

**LEMON GROVE CITY COUNCIL
AGENDA ITEM SUMMARY**

Item No. 2
Mtg. Date February 6, 2018
Dept. Public Works

Item Title: Community Garden Proposal

Staff Contact: Mike James, Assistant City Manager / Public Works Director

Recommendation:

Receive the report (Attachment A) and provide direction to staff.
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Item Summary:

On July 18, 2017, the City Council received a summary report from Dr. Jessica Barlow, Sage Project Coordinator, with San Diego State University. One of the reports presented that evening was from graduate student, Ms. Katie Nager, who presented the idea of creating a Community Garden on the vacant, City-owned lot located at the northeast corner of Central Avenue and Olive Street.

After the conclusion of Ms. Nager's presentation, the City Council discussed the results from the Sage project and provided direction to staff to consider options as they present themselves to create a community garden at an unidentified location in the City.

This staff report (**Attachment A**) details a proposal that staff received from the Lemon Grove Community Garden Group for a community garden (**Attachment B**). The report provides a summary of information that was contained in Ms. Nager's presentation, highlights information contained in the proposal (**Attachment C**), and concludes with staff's analysis.

Staff requests that the City Council provide direction to staff based on the information presented.

Fiscal Impact:

None.

Environmental Review:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Not subject to review | <input type="checkbox"/> Negative Declaration |
| <input type="checkbox"/> Categorical Exemption, Section [] | <input type="checkbox"/> Mitigated Negative Declaration |

Public Information:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> None | <input type="checkbox"/> Newsletter article | <input type="checkbox"/> Notice to property owners within 300 ft. |
| <input type="checkbox"/> Notice published in local newspaper | <input type="checkbox"/> Neighborhood meeting | |

Attachments:

- A. Staff Report
- B. Overhead Exhibit
- C. Community Garden Proposal

Attachment A

LEMON GROVE CITY COUNCIL STAFF REPORT

Item No. 2

Mtg. Date February 6, 2018

Item Title: **Community Garden Proposal**

Staff Contact: Mike James, Assistant City Manager / Public Works Director

Background:

On July 18, 2017, the City Council received a summary report from Dr. Jessica Barlow, Sage Project Coordinator, with San Diego State University. One of the reports (https://www.youtube.com/watch?v=1_JCWACEfP4) presented that evening was from a graduate student, Ms. Katie Nager, who presented the idea of creating a Community Garden on the vacant, City-owned lot located at the northeast corner of Central Avenue and Olive Street. Ms. Nager researched and defined what a community garden is, how gardens may benefit a community, what are the initial steps and related costs to begin a garden, and how the City can support this project. Then she took an additional step and selected a vacant parcel in the City as a location for the community garden. As previously mentioned, the vacant parcel location at the northeast corner of Central Avenue and Olive Street was her recommendation for the best site in the City where the City could support a community group to independently build and maintain the garden.

After Ms. Nager's presentation, the City Council directed staff to return with any proposals submitted by groups interested in creating a community garden. This staff report was created to present a proposal that was submitted by the Lemon Grove Community Garden Group (Garden Group) for a community garden at the site (**Attachment B**) identified by Ms. Nager.

Discussion:

On December 21, 2017, the Garden Group participants and City staff met to review and discuss the proposal (**Attachment C**) for a community garden.

Content of the Proposal:

The Garden Group is a locally based group of volunteers that are focused on growing and providing sustainable gardening practices in a central location. The Garden Group will be financially supported by Thrive Lemon Grove and Lemon Grove CHIP/Heal Zone. As shown in the proposal (page 13 of this staff report) there will be established positions within the Garden Group that have duties/responsibilities to maintain the continuity of the community garden should it be approved.

The proposal outlines the benefits of hosting a community garden that include:

- Access to healthier foods and learning how to live healthier lifestyles,
- Creating a safe, attractive and welcoming space for residents to gather and participate in productive and healthy activities, and
- Hosting workshops and garden training events, food preparation classes, and to food sharing with community members in need.

Attachment A

Building on the initial research that Ms. Nager performed, the Garden Group created a business plan that details what the community garden will look like, who will support the garden, how the garden will be built, how the resources will be acquired to build and maintain the garden, a timeline as to when the garden will be created based on the approval date, and rules and regulations for all participants to follow. The proposal and business plan are contained in **Attachment C** from page 7 to 20.

Staff Analysis:

The proposal and business plan submitted by the Garden Group contains a sound model and plan that shows what it will take for a community group to create, build and maintain a community garden. The site is an unused parcel that could be energized with the presence of a community driven activity that invites residents to actively participate. As it currently stands, there is no staff recommended activity for the parcel and the only time during the year that the site is used is during the City's Annual Bonfire and as a Christmas tree recycling site for residents.

Should the City Council direct staff to negotiate a use agreement with the Garden Group, staff noted the following topics that should be discussed to better define the parameters of the use agreement:

- *Availability/Sustainability:* The proposed site is one of the last vacant parcels available for development in the City. If the community garden project were built but is not able to sustain itself, the City may be in a position where it will have to financially and physically support the garden, find another partner to manage the garden, or close it down. Additionally, once the garden is in place, the parcel will no longer be a site that could be used for future park development project.
- *Lease Payment:* The Garden Group's proposal is based on the City providing its land to the group with no lease cost.
- *Liability Insurance:* There are community garden oriented insurance policies that the group will consider. As a comparative alternative, staff sent the Garden Group an application for the special liability insurance program with Alliant Services. This policy will be a stand-alone policy and will not impact the City's property insurance program.
- *Lighting:* Additional lighting will be purchased by the Garden Group if desired by the City Council. The lighting will be solar powered and maintained by the Garden Council.
- *Term of the Agreement:* The Garden Group requested a minimum two-year term. This "guarantee" will assist them in applying for grant funds because a medium/longer term location is established which will support the longevity of the project.
- *Trash Disposal:* The Garden Group requested to use the dumpster in the Civic Center Park parking lot to dispose of any trash collected on site.

Options Moving Forward:

Based on the information provided above, staff is requesting that the City Council provide direction to staff to move forward with one of the below options:

1. Negotiate a use agreement with the Lemon Grove Community Garden Group,
2. Delay action until additional information is provided to the City Council, and/or

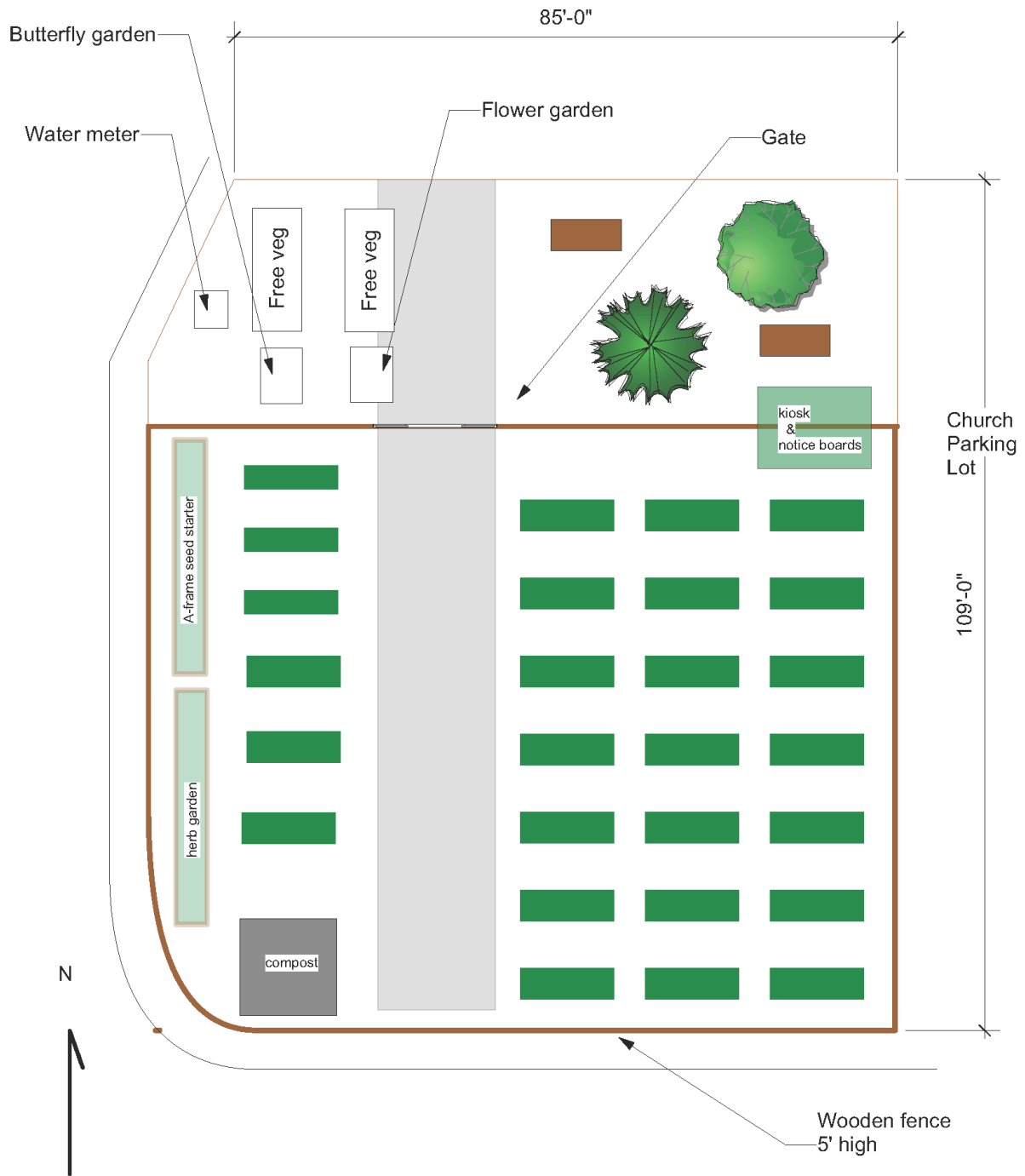
Attachment A

3. Do not move forward with the community garden proposal.

Conclusion:

That the City Council receives the report and provides direction to staff.

Attachment B



Attachment C

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"Community Gardening is not just about growing vegetables, but about growing community"



Brenda Balmer
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Brad Wiscons
Chief Administrative and Innovation Officer
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Business Plan

Mission/Vision/Goals & Objectives/Purpose

Lemon Grove Community Garden gathers Lemon Grove area residents to grow community and provide sustainable gardening practices in our centrally located park.

Lemon Grove was once an agricultural town, and it is our vision to reconnect the community to this history and to reinvigorate our connection to our food. We believe that with the support of the City of Lemon Grove, Thrive Lemon Grove, and HEAL Zone, the Lemon Grove Community Garden will be a vital and vibrant park and gathering place for all ages, economic, and socio-cultural backgrounds to come together with common purpose.



Needs Assessment

In early 2017, the Sage Project, a partnership between SDSU and the City of Lemon Grove, presented a report to the City Council, outlining the need for community garden and green space in Lemon Grove, and the benefits of such a commitment (Nager, KA 2017. Growing Community: Bringing Green Spaces and a Community Garden to Lemon Grove). The report includes a detailed site proposal, strategies for cost neutrality, alternative plans of action, and additional guides and resources for construction, maintenance and operations of a sustainable community garden in Lemon Grove. This business plan builds on the work of the Sage Project. In this section, we provide an overview of the needs assessment, and refer you back to the full report for details.

Overlapping Wants and Needs Identified by City of Lemon Grove, CBOs, and Residents: There are many things that city officials, community based organizations and residents agree on. First is a shared desire for increased education, exposure and access to both nutritious food and healthy activities, including a stated goal in the General Plan of the City of Lemon Grove to provide access to healthy food. Additionally, there is a shared desire to see open spaces transformed into green spaces that can be used for productive activities and increasing community cohesion. And finally, there is a strong desire to ensure that the project is sustainable, including shared commitment and responsibility between residents, city officials, and community based organizations for the necessary maintenance and operation of green spaces and community gardens.

The report notes that studies on food deserts and underserved communities consistently demonstrate better health and stronger community when there is access to community gardens. Key data that is descriptive of conditions and needs in Lemon Grove comes from a Geographical Information System survey conducted through USC in 2013, and reported in the Growing Community report, which found that Lemon Grove residents have limited access to nutritious, healthy food, but have excessive access to fast-food, liquor stores and small convenience stores selling processed high calorie foods. These conditions along with a lack of park space and community gardens in the area, are linked to high rates of obesity found among residents in low-income neighborhoods.

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Access to Healthier Foods – Conditions: The Growing Community report documents the prevalence of fast food restaurants, bars and liquor stores in Lemon Grove, noting that of the 920 businesses listed in Lemon Grove, a total of six businesses provide access to fresh fruits and vegetables, compared to 24 fast food restaurants. Further, the location of most fast food restaurants geographically overlaps areas with the lowest income levels. In this way, unhealthy food choices and behaviors are socially, economically, and structurally reinforced based on location.

Access to Healthier Foods – Community Garden Benefits: Eating fresh produce can be expensive, and in certain zip codes, geographically inaccessible. Community gardens provide families with the opportunity to grow their own fruits, vegetables, and herbs to supplement their diets.

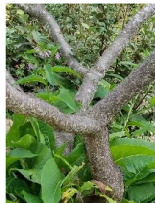


Healthy Lifestyles - Conditions: It has been found that diseases related to lifestyle factors, such as obesity, diabetes, heart disease, and stroke are more prevalent in Lemon Grove than other places in San Diego (Healthy Communities Index data assessment tool). Among other factors in the built and socio-economic environment, lack of access to healthy food and recreational opportunities contribute to existing health conditions.



Healthy Lifestyles – Community Garden Benefits: Community gardens and green spaces provide numerous social and economic benefits to a city and its residents, including opportunities for physical activity in a welcoming community setting; opportunities to learn and share information through workshops and community networking; and a supplement of healthy fruits and vegetables for residents and the neighborhood.

Community – Conditions: There is a reported desire among city representatives and local CBOs to change community resident mindsets about healthy eating habits. It is the contention of Growing Community researchers that access alone will not accomplish this, and that engaging residents in educational activities in community is the best way to encourage residents to adopt healthier lifestyles.



Community Garden Benefits to Community: The benefits of community gardens to increasing community cohesion include the provision of safe, attractive, and welcoming spaces for residents to gather and participate in productive and healthy activities, as well as a place to congregate, hold workshops, provide gardening training and food preparation classes, and to share food with community members in need. In addition, community gardens revitalize rundown or problem places in ways that improve appearances, and increase pride.

Environment and Community: The City of Lemon Grove's Health and Wellness Element (adopted July 2014) lists "Insufficient parks and recreation areas" as an existing condition. The City's Health and Wellness Element describes the food environment in Lemon Grove as 45% counter take-out and drive-thru restaurants, 13% grocery stores/food retailers, 17% sit-down restaurants, 18% convenience stores, and 7% bars with mostly unhealthy snacks. The City's Health and Wellness Element also candidly acknowledges that while the City has a diverse amount of healthy food retailers along Broadway, residents could benefit from additional healthy food retailers along other major corridors (e.g. Massachusetts Avenue and Skyline Drive). And to help increase the availability of healthy produce, the



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City modified its Zoning Ordinance to allow community gardens. The Zoning Ordinance also allows farmer's markets, although none currently exist. The Sage Report notes that "green spaces and community gardens are small but impactful measures taken to lessen pollution and potential consequences of extreme weather conditions," potentially decreasing the intensity of environmental damage caused by everyday life.

Environmental Benefits: There is abundant evidence that green spaces and community gardens positively impact urban environments by helping to regulate air quality and climate; reduce energy consumption by countering the warming effects of pavement; improve water quality and increase rain retention and filter city runoff; and reduce soil erosion.

Project Description

The Lemon Grove Garden Council proposes to establish a community-driven community garden at 7733 Central Avenue (cross street: Olive Street), fiscally sponsored by the nonprofit Thrive Lemon Grove. The space is shown in the graphic illustration below. The proposed location is city property, and the Lemon Grove Community Garden Council, with submission of this business plan, officially requests the support of the city in the form of permission to use this space. While this has been determined to be the most functional space for the planned community garden, plans are easily transferrable to a different site if the City of Lemon Grove prefers.

Over the course of one month, the Sage Project Principal Investigator (PI) researched possible sites to identify the most suitable location for a successful, sustainable, and affordable community garden. 7733 Central Avenue was chosen for its central location, visibility within the community, functionality, and amenities in place. This space has a drainage pipe installed under the sidewalk at the lowest level point of the property. It has accessible and functioning water systems, including a water meter – these are connected to active sprinkler systems. The adjacent parking lot has a wide entrance, allowing for easy loading and unloading of large materials, and providing ample parking for members, alleviating concerns about impact on availability of street parking for local businesses. Two large dumpsters are located close to the site entrance, which the Lemon Grove Community Garden would be willing to adopt. Finally, there is an abundance of streetlights in place around this property and surrounding properties.

7733 Central Avenue Location



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Planning and discussion with the City of Lemon Grove began in 2015 beginning with discussion at Thrive Lemon Grove meetings, and project development with Thrive Lemon Grove staff. The community was involved early via community presentations at the Lemon Grove Heal Zone meeting and at the Lemon Grove Health Fair on 9/12/15. At that time, interested volunteers (37 to date) signed up. The idea was first presented to the Lemon Grove City Council on 10/20/15. In April 2016, the Lemon Grove Garden Council met with the City of Lemon Grove City Manager, submitted a proposal, and held a follow up meeting in August of 2017. A demonstration garden was constructed on the property of a Lemon Grove Community Garden volunteer in September 2017 (photos below). The Lemon Grove Garden Council meets twice each month, and has demonstrated commitment and perseverance as it has learned how to plan, and advocate for this project.



The proposed design for a community garden at 7733 Central Avenue includes 34 raised gardening beds constructed from wood with hardware cloth bottoms to discourage gophers, including those sized for single members, groups, and families, and taller beds, easier for seniors and those with physical disabilities to reach, a gardening shed and kiosk, a raised, three-segment bed for compost (cinder block) with signage, basic gardening tools, and self-regenerating plants. All components are intended to be stylistically consistent with city public property aesthetics. It is expected that tools and extra site materials will be obtained by donations from local businesses and residents, Craigslist “free stuff” sites etc. Notably, the Growing Community PI found free or very low-cost sources for all the basic items required to start-up a community garden, including wood for raised beds and the tool shed, building supplies for start-up (loaned by volunteers), gardening tools, self-regenerating plants, and soil. As the garden site matures, the Lemon Grove Garden Council will continue to add amenities to the site, including butterfly gardens and fruit trees; and a permanent sign will be placed on the fence bordering Central Avenue – design approval will be sought from the City. A Sample Site Design is shown in the graphic illustration below.

The garden will exemplify sustainable practices, with every component, phase and aspect of garden operations vetted to the degree possible for environmental sustainability. Garden leadership is committed to “cradle to grave” analysis looking at embodied energy and associated carbon footprint, habitat destruction, resource depletion and pollution. For example, forest products for raised bed construction and mulch will be from sustainably managed forests, or reclaimed/salvaged; fertilizer will be from sustainable sources, such as byproducts from local agriculture or animal husbandry operations,

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with consideration of the impact of mining for mineral soil amendments, or pest control. Movement toward animal-free fertilizing (a now proven and viable alternative) will be the long-term goal. Adherence to environmental accountability will ultimately be paramount for maintenance of the of Earth's ecosphere and will be promoted through established garden practices and ongoing workshops. The garden represents the "seed" for the larger vision of protection of our planet through community cooperation.

Drip irrigation will be installed in each garden bed, and connected to a timer in order to ensure consistent watering, as well as maximum water efficiency. A hose with automatic shut-off will be available for hand watering. The garden site will be fenced for security, and members will have the combination to a locked gate. The current intention is for fencing to be black with vertical bars, subject to city approval. In addition to street lighting, a light will be placed at the gate to facilitate safety and ease of lock-up.

Membership in the Lemon Grove Community Garden will require a membership contract, including a fee for a one-year membership payable quarterly (\$25/quarter = \$100 annually) with specified volunteer requirements (six hours per year), or application for a fee waiver due to financial hardship and alternative volunteer service. Membership will be available to residents of Lemon Grove and surrounding areas with priority given to Lemon Grove residents. Membership materials, and garden rules will be available in English and Spanish, with other languages added as need is identified.

Sample Site Design



Source: Nager, K., (2017). Growing Community: *Bringing Green Space and a Community Garden to Lemon Grove*. California, United States: San Diego State University. SAGE Project.

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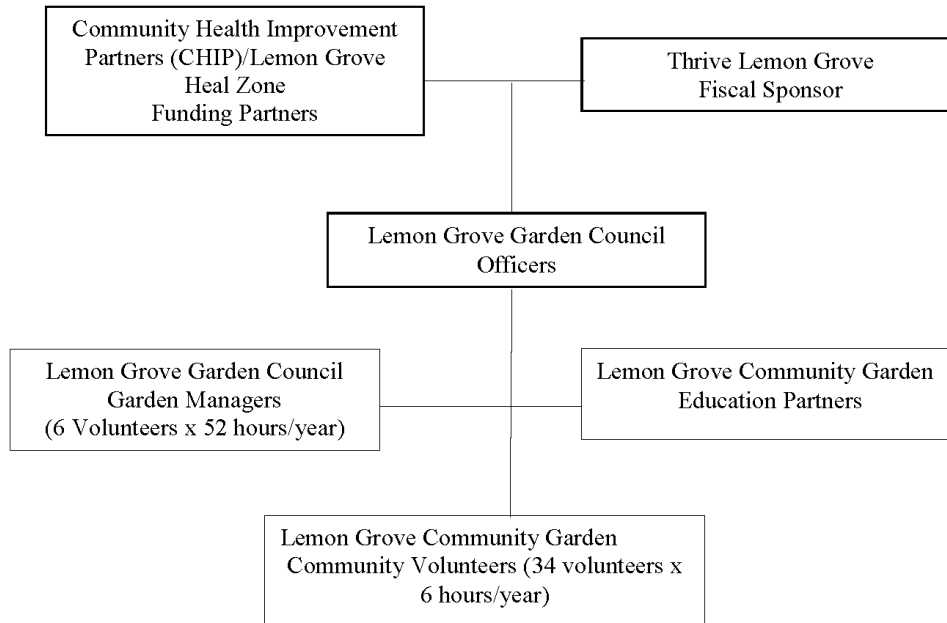
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Project Leadership & Governance: The Lemon Grove Garden Council has established a governance structure that includes elected members (Chair, Treasurer (from nonprofit Thrive organization), Secretary, Membership Chair, Communication Chair) and six (6) volunteer Garden Managers who will oversee the garden and who will be available on Saturday mornings and Wednesday evenings to provide advice and guidance to gardeners. In addition, a Core Committee, currently consisting of 13 committed volunteers, is dedicated to serve for one year to oversee and do the work of establishing the community garden. Monthly meetings currently take place at The Lemon Grove Library Community Room, and are expected to transition to the garden site once established.

Lemon Grove Garden Council Leadership

- ⊗ Walt Oliwa, Chair
- ⊗ Joyce Moore, Treasurer
- ⊗ TBD, Secretary
- ⊗ John Hochman, Environmental Sustainability Officer
- ⊗ Kirk Taylor, Education & Workshop Coordinator
- ⊗ Cynthia Rodriguez, Social Media Chief
- ⊗ George Wycoff, Gardening Advisor
- ⊗ George Gastil, Business Liaison
- ⊗ TBD, Membership Coordinator
- ⊗ TBD, Garden Managers
- ⊗ TBD, Resource Development and Fundraising Chair

Lemon Grove Garden Council Organizational Chart



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Plan for Start-Up and Implementation

The Lemon Grove Garden Council is prepared to begin the implementation process for the Lemon Grove Community Garden as soon as permission is acquired to use the site. Given the ideal, year-round growing season in San Diego County, gardening can commence at any point during the year. Starts and seedlings will be provided to new gardeners by a steering committee with expertise on growing seasons in order to ensure a successful start. The table below provides an overview of the anticipated timeline for getting to an operational community garden. In month one, the Lemon Grove Garden Council and core volunteers will test the soil for heavy metals, and will begin officially acquiring materials once site access is confirmed. Plans for acquisition of liability protection against personal injury or damage to public or garden property will be finalized using the San Diego Community Garden Network and the American Community Garden Network as resources. In addition, the Communication Chair will begin the volunteer recruitment effort via existing social media pages as well as word of mouth in the community, through community based organizations, and at community events. It is expected that interest in community garden membership will be high, so procedures for tracking sign-ups, and fees will be completed in month two, following which, outreach and sign-ups will commence. Once these tasks are well underway, the Garden Council will begin scheduling work events. The work events will consist of an educational portion, at which time the Garden Council will teach residents and other volunteers the construction method for the garden boxes and shed, following which they will oversee the completion and placement of the boxes. While work on construction of garden boxes and the shed is in progress, the Garden Council and core volunteers will finalize the LG Community Garden Contract and Rules, and will establish ongoing volunteer roles and procedures. The volunteer schedule will be established beginning in month four in anticipation of the grand opening in month five. The LG Garden Council proposes an overall six-month implementation timeline in case aspects of the implementation take longer than anticipated.

Start-Up/Implementation Timeline						
Task	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Site Access	✓					
Obtain Materials	✓	✓				
Recruit Volunteers	✓	✓				
Schedule Work Events (garden box and shed construction)		✓				
Implement Work Events			✓	✓		
Finalize LG Community Garden Contract		✓				
Finalize LG Community Garden Rules		✓				
Complete Plan for Tracking Plot Sign Ups and Fees		✓				
Outreach/Plot Sign Up (Ongoing)		✓	✓	✓	✓	✓
Establish Ongoing Volunteer Roles and Procedures			✓			
Recruit and Schedule Volunteers (Ongoing)				✓	✓	✓
Targeted Completion & Grand Opening					✓	

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Funding for Start-Up

The Lemon Grove Garden Council has identified donated and volunteer resources for most of the materials and labor needed to establish the community garden. The budget below provides an overview of expected income and expenses.

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Lemon Grove Community Garden				
Implementation Budget				
Income				
		Cash	In-kind	Total
Notes				
	Donations			
	Materials/ Supplies/ Equipment		\$ 13,390	\$ 13,390
	Personnel		\$ 1,500	\$ 1,500
			\$ 6,000	\$ 6,000
			\$ 400	\$ 400
	Cash	\$ 1,100		\$ 1,100
	Grants			
	Subtotal	\$ 1,100	\$ 21,290	\$ 22,390
Expenses				
		Cash	In-kind	Total
Notes				
	Personnel			
	Committee Members		\$ 1,500	\$ 1,500
	Other Community Members		\$ 6,000	\$ 6,000
	Skilled Trades	\$ 400	\$ 400	\$ 800
	Utilities			
	Water Start Up	\$ 100		\$ 100
	Electrical Start Up	\$ 100		\$ 100
	Trash/Recycling Start Up			\$ -
	Liability Insurance	\$ 500		\$ 500
	Supplies			
	Irrigation and Water distribution system		\$ 800	\$ 800
	Electrical Distribution System		\$ 300	\$ 300
	Security Lights		\$ 100	\$ 100
	Picnic Table and benches		\$ 250	\$ 250
	Shed		\$ 500	\$ 500
	Shade structure		\$ 200	\$ 200
	Signage		\$ 40	\$ 40
	Kiosk/ Bulletin Board		\$ 100	\$ 100
	Compost bins		\$ 300	\$ 300
	Lumber for garden beds		\$ 1,500	\$ 1,500
	Hardware cloth under beds		\$ 500	\$ 500
	Soil for garden beds		\$ 500	\$ 500
	Gardening Tools		\$ 200	\$ 200
	Wood chips for walking paths		\$ 800	\$ 800
	Miscellaneous Supplies		\$ 300	\$ 300
	Fencing Supplies		\$ 7,000	\$ 7,000
	Subtotal	\$ 1,100	\$ 21,290	\$ 22,390
P/L		\$ -	\$ -	\$ -

Plan for Operation

Oversight: Day to day management of the garden will be accomplished by six volunteer Garden Managers. Garden Managers are dedicated volunteers with gardening knowledge that will be available

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on Saturday mornings, Wednesday evenings or by phone to answer questions (phone numbers posted on the notice board), and as needed to supervise repairs or provide trouble shooting.

Volunteers: The Lemon Grove Community Garden is structured with several different types of volunteers, including elected leadership (described above), the Core Committee of 13 dedicated volunteers to ensure a robust project start-up, six Garden Managers who will support and oversee the garden on an ongoing basis, and community garden members, each of whom will be expected to contribute a minimum of six hours annually to support garden maintenance (34 boxes x 6 hours each = 204 hours annually or 17 hours/month of dedicated maintenance).

Compost: A compost bin will be set up in a central location at the garden site, and will be maintained with vegetable compost weekly by Garden Managers and volunteers to ensure that it does not pose a problem with odor or pests. The compost bin will be in a three-section design with rotating signage:

Organic Vegetable Waste HERE; Let It Sit!; Ready to Use!

Tools: Basic gardening tools will be acquired by the Core Committee via donations from businesses, volunteers, and other community members, as well as via Craig's List "free stuff" sites. Tools will be stored in the tool shed at the gardening site and available for member use.

Trash: Trash bins will be available on site and will be emptied weekly. Trash service will be defrayed with membership fees.

Water: In order to ensure maximum water conservation while also ensuring that garden beds receive ample water, drip irrigation will be installed in each garden bed and connected to a timer. A hose with automatic shut-off nozzle will be available for hand watering. No unattended watering will be allowed except for the drip irrigation. Water costs will be defrayed with membership fees.

Education: The Lemon Grove Community Garden is envisioned as a demonstration garden. In addition to active gardening beds, the Lemon Grove Garden Council will leverage knowledge and skills of community partners such as Master Gardeners, the San Diego Community Garden Network, garden leadership and membership, to share gardening knowledge, sustainability tools, nutrition information and more to maintain an active educational workshop schedule (projected once a month), coordinated by a volunteer Education Coordinator.

Amenities: As the Lemon Grove Community Garden matures, leadership and dedicated volunteers plan to add picnic tables (multi-purpose – picnics, meetings, workshops), shade, fruit trees, butterfly gardens, and a dedicated garden plot to grow produce for families in need. A sharing table will provide space for sharing of free seedlings, seeds, and extra produce in a public, unfenced portion of the garden.



Membership: As discussed above, membership in the Lemon Grove Community Garden will require a membership contract, including a fee for a one-year membership payable quarterly (\$25/quarter = \$100 annually) with specified volunteer requirements (six hours per year), or application for a fee waiver due to financial hardship and alternative volunteer service. Membership will be available to residents of Lemon Grove and surrounding areas with priority given to Lemon Grove residents. Membership materials, and garden rules will be available in English and Spanish, with other languages added as need

Attachment C

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is identified. Limited financial assistance will be made available for qualified applicants with financial hardship.

Community Garden Rules: The following rules for the Lemon Grove Community Garden will be posted on the notice board at the garden site for easy reference.

- ⊗ Garden open dawn to dusk, 7 days a week, with plot owner or designated individual to care for plot on a weekly basis.
- ⊗ Each gardener is responsible for maintenance of their plot, watering, weeding and harvest.
- ⊗ Unattended watering not permitted, except timer drip; report any leaks to a Garden Manager; conserve water by mulching.
- ⊗ Borrowed tools available in shed, must be cleaned and returned and not taken home or left out.
- ⊗ Unattended plots after three months will be reassigned.
- ⊗ Be considerate, keep plot trimmed and weeded, debris to compost.
- ⊗ Children welcome with adult and supervised. Family and friends welcome with garden member. No pets except service animals.
- ⊗ Organic pest control and fertilizers only. Organic mulch only. Any questions to Garden Managers who will be available Saturday morning or by phone.
- ⊗ Dispose of weeds in compost bin. Organic compost from home can be added if appropriate.
- ⊗ All members are required to volunteer a minimum of six hours per year for general maintenance. Attending monthly meetings is encouraged.
- ⊗ No contraband (weapons, illegal substances).
- ⊗ No growing illegal, addictive or dangerous plants.
- ⊗ Act courteously and respect neighbors.
- ⊗ No smoking or alcohol use, no loud music.
- ⊗ Picnicking OK but no cooking.

Garden Best Practices: The Lemon Grove Community Garden Council has plans to generate a written resource for garden best practices that will include a pest management philosophy. The garden will have a stringent requirement to adhere to USDA organic standards for all growing operations as per USDA Organic Production and Handling Requirements found here: <https://www.ecfr.gov/cgi-bin/text-idx?SID=aee979da9db33b62068ba449dd086c&mc=true&node=sp7.3.205.c&rgn=div6>.

Partners

The work of the Lemon Grove Garden Council would not be possible without knowledgeable and supportive partners, and plans to acknowledge all contributors, including the City of Lemon Grove with a sign or plaque at the garden site. Partners include but are not limited to the following:

- City of Lemon Grove
- Community Health Improvement Partners (HEAL Zone)
- Thrive Lemon Grove (fiscal sponsor)
- Master Gardener Association of San Diego
- The Lemon Grove Clergy Association
- The Live Well San Diego – East Region Leadership Team

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In addition, the Lemon Grove Garden Council has obtained letters of support from a variety of businesses, community based organizations, and residents which are available upon request.

Plan for Sustainability

The Lemon Grove Garden Council has developed a balanced operations budget (below) that reflects use of sustainable, ongoing resources, along with thrifty, volunteer driven operations. Sustainable resources include membership fees, donations of materials, supplies and equipment, volunteer time, volunteer expertise, small cash donations that will be solicited at all events, and regular applications for mini grants for special purchases.

Expenses include personnel (all volunteer), utilities (paid using membership fees), supplies (cash or donations), and repairs and maintenance (cash or donations/volunteer time). The expense portion of the budget accounts for two discounted or waived garden bed fees annually, and includes an annual reserve for unexpected expenses.

Lemon Grove Community Garden						
Operations Budget						
Income						
			Cash	In-kind	Total	Notes
	Garden Bed Bed Usage Fee		\$ 3,400		\$ 3,400	34 garden beds @ \$100 / year
	Donations					
	Materials/ Supplies/ Equipment			\$1,000	\$ 1,000	Compost/ Soil/ Wood Chips Gardening tools
	Personnel			\$ 18,000	\$ 18,000	Volunteer time of Lemon Grove Community Garden Committee Volunteers 100 hours/month at \$15/hour
				\$ 36,000	\$ 36,000	Volunteer time of community members, gardening educators, and others 200 hours/month at \$15/hour
	Cash		\$ 2,000		\$ 2,000	Donations received at Educational and Special Events
	Grants		\$ 1,000		\$ 1,000	Minigrants received received from groups such as grocers, garden shops, hardware stores, healthcare agencies, or foundations
	Subtotal		\$ 6,400	\$ 55,000	\$ 61,400	
Expenses						
			Cash	In-kind	Total	Notes
	Personnel					
	Garden Oversight, Education, Cleanliness, and Safety (Committee Members)			\$ 18,000	\$ 18,000	
	Garden Oversight, Education, Cleanliness, and Safety (Others)			\$ 36,000	\$ 36,000	
	Utilities					
	Water		\$ 1,200		\$ 1,200	
	Electric		\$ 600		\$ 600	
	Trash/ Recycling		\$ 700		\$ 700	
	Liability Insurance		\$ 500		\$ 500	Annual premium with American Community Gardening Association
	Supplies		\$ 1,000	\$ 1,000	\$ 2,000	
	Repairs & Maintenance		\$ 1,500		\$ 1,500	
	Discounted or Waived Garden Bed Fees		\$ 200		\$ 200	2 garden beds @ \$100/year
	Reserve		\$ 700		\$ 700	
	Subtotal		\$ 6,400	\$ 55,000	\$ 61,400	
P/L			\$ -	\$ -	\$ -	

Attachment C

Prepared by:

npprosperity

Prosperity for justice, health, peace & beauty

Many thanks for this opportunity to present our business plan to the City of Lemon Grove. We are eager to launch our partnership and the Lemon Grove Community Garden!

Please contact Walt Oliwa at (619) 944-4378 or email

lemongrovecommunitygarden@gmail.com for additional information or for clarification.

